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**ONLY FOR AUTHORIZED IRS *e-file* PROVIDERS**

# Ready-to-use Materials for Your Office

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Join the 40 million people who will e-file this year. Ask how!

Fast refunds with Direct Deposit.  
Electronic signature.  
Electronic payment options.  
e-file state returns.

AUTHORIZED IRS e-file PROVIDER

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e-file and e-pay your taxes in a single step! Ask how!

Convenient. Safe. Secure. Schedule an automatic withdrawal or pay by credit card.

AUTHORIZED IRS e-file PROVIDER

- e-file and e-pay with a direct debit from your bank account
- e-file and e-pay with a credit card
- charge by phone or internet: 1-800-2PAY-TAX™ [www.officialpayments.com](http://www.officialpayments.com)
- 1-888-ALLTAXX™ [www.About1888ALLTAXX.com](http://www.About1888ALLTAXX.com)

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**Posters**  
**Refunds**  
**Publication 1860**  
**Payments**  
**Publication 3139**

Display both posters on your walls and windows—one for people getting a refund and one for those with a balance due.  
**Size: 17x22**

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## Questions and Answers for Tax Professionals

**Publication 3452**

Find out what's new for Authorized IRS e-file Providers and get answers to commonly asked questions by EROs.

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### Questions and Answers for Tax Professionals

**1. What is new for the IRS e-file Program?**  
The NEW Revenue Procedure, 2000-31, informs Authorized IRS e-file Providers of their obligations when participating in IRS e-file of Individual Income Tax Returns either by taxpayers filing through an ERO or by taxpayers using On-Line Filing. It has been published and is available on the IRS web site, [www.irs.gov](http://www.irs.gov). It includes substantive changes to the rules for participation and the definitions of participants. Many of the rules previously prescribed in Revenue Procedures 98-50 and 98-51 have been moved to Publications 2145 and 2112, which have also been revised. Participants should become familiar with the rules for participation by reading the new Revenue Procedure and the related publications, which are also available on the IRS web site.

**2. What are the new rules for the 2001 Filing Season?**  
For the 2001 Filing Season there will be a new program, Self Select PIN for e-file, which is a direct outgrowth of both the Practitioner PIN File and the e-file Customer Number (ECN) plan. The Self-Select PIN for e-file Program will be available for most taxpayers who file electronically using tax preparation software either by filing through an on-line filing company or by filing through a tax professional.

The direct debit payment option has been expanded. Your clients can e-file a return and authorize a direct debit payment for the balance due on their return. Whether there is a balance due or not, an estimated payment (Form 1040 ES) can be initiated when the return is e-filed. Your clients can also make a payment by direct debit when Form 4868 is filed electronically or through TeleFile. Also, there are now two pay-by-phone credit card payment service providers. Your clients can also pay by Internet with a credit card through these service providers.

If your client is unable to pay the total tax owed by April 15, 2001, you can electronically file form 9465, *Installment Agreement Request*. An approved installment agreement allows your client to make a pre-terminated series of partial payments after April 15, 2001. Regardless of how they pay, they are responsible for paying the tax due by April 15, 2001 or they will be subject to penalties and interest.

**3. What are the important dates for Tax Year 2000 IRS e-file?**  
The Tax Year 2000 IRS e-file Calendar for tax period January 1–December 31, 2001 is listed at the top of the next column, and shows all critical dates.

Tax Year 2000 Important Dates	
Begin transmitting IRS e-file returns	Jan. 12, 2001
Last date for transmitting limited final returns	April 16, 2001
Last date for transmitting limited final returns	April 16, 2001
Last date for transmitting reported timely filed Form 4868	April 31, 2001
Last date for transmitting missing or reported timely filed returns	April 31, 2001
Last date for accepting test transmissions	April 30, 2001
Last date for submitting new operational Form 9613	May 31, 2001
Last date for timely transmitting returns on extension from Form 4868	Aug. 15, 2001
Last date for transmitting reported returns on extension from Form 4868	Aug. 30, 2001
Last date for transmitting late or extended returns	Oct. 15, 2001
Last date for transmitting related late or extended returns	Oct. 30, 2001

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### Window/ Door Decal



order what you need



#### Publication 3008

Put this eye-catching decal on your window or door. Let prospective clients know that you're authorized to *e-file* their tax returns electronically to the IRS.

#### Easel-Backed Desk Sign

#### Publication 3009

Identify yourself as an Authorized IRS *e-file* Provider to your clients.

Use the order form included in this kit (Form 11379) to request decals and signs.

order what you need



IRS Department of the Treasury Publication 2010-20 Rev. 9-06  
Internal Revenue Service Catalog Number 2010-20

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### IRS e-file Stickers

#### Publication 3010

Attach these handy peel and stick labels to all client correspondence, including each return you prepare to identify that it was filed using IRS *e-file*.

Use the order form included in this kit (Form 13379) to request *e-file* stickers.

**IRS e-file 2000 Refund Cycle Chart**

Transmission was between...	Cycle	Direct Deposit Start	Paper Check Mailed	Transmission was between...	Cycle	Direct Deposit Start	Paper Check Mailed
Jan 14 and Jan 20	2004	Jan 28	Feb 4	Jan 2 and Jan 8	2024	Jan 16	Jan 23
Jan 21 and Jan 27	2005	Feb 4	Feb 11	Jan 9 and Jan 15	2025	Jan 23	Jan 30
Jan 28 and Feb 3	2006	Feb 11	Feb 18	Jan 16 and Jan 22	2026	Jan 30	Jul 7
Feb 4 and Feb 10	2007	Feb 18	Feb 25	Jan 23 and Jan 29	2027	Jul 7	Jul 14
Feb 11 and Feb 17	2008	Feb 25	Mar 3	Jan 30 and Jul 6	2028	Jul 14	Jul 21
Feb 18 and Feb 24	2009	Mar 3	Mar 10	Jul 7 and Jul 13	2029	Jul 21	Jul 28
Feb 25 and Mar 2	2010	Mar 10	Mar 17	Jul 14 and Jul 20	2030	Jul 28	Aug 4
Mar 3 and Mar 9	2011	Mar 17	Mar 24	Jul 21 and Jul 27	2031	Aug 4	Aug 11
Mar 10 and Mar 16	2012	Mar 24	Mar 31	Jul 28 and Aug 3	2032	Aug 11	Aug 18
Mar 17 and Mar 23	2013	Mar 31	Apr 7	Aug 4 and Aug 10	2033	Aug 18	Aug 25
Mar 24 and Mar 30	2014	Apr 7	Apr 14	Aug 11 and Aug 17	2034	Aug 25	Sep 1
Mar 31 and Apr 6	2015	Apr 14	Apr 21	Aug 18 and Aug 24	2035	Sep 1	Sep 8
Apr 7 and Apr 13	2016	Apr 21	Apr 28	Aug 25 and Aug 31	2036	Sep 8	Sep 15
Apr 14 and Apr 20	2017	Apr 28	May 5	Sep 1 and Sep 7	2037	Sep 15	Sep 22
Apr 21 and Apr 27	2018	May 5	May 12	Sep 8 and Sep 14	2038	Sep 22	Sep 29
Apr 28 and May 4	2019	May 12	May 19	Sep 15 and Sep 21	2039	Sep 29	Oct 6
May 5 and May 11	2020	May 19	May 26	Sep 22 and Sep 28	2040	Oct 6	Oct 13
May 12 and May 18	2021	May 26	Jun 2	Sep 29 and Oct 5	2041	Oct 13	Oct 20
May 19 and May 25	2022	Jun 2	Jun 9	Oct 6 and Oct 12	2042	Oct 20	Oct 27
May 26 and Jun 1	2023	Jun 9	Jun 16	Oct 13 and Oct 19	2043	Oct 27	Nov 3

This chart does not guarantee a specific date that a refund will be deposited into a taxpayer's financial institution account or mailed.

**Refund Inquiries**

<b>Taxpayers</b> Check status of refund by calling 855 TAXFAX 1-800-829-4477	<b>Electronic Filers</b> If refunds are not received within 7 days after the refund date indicated on the above chart, authorized filers may contact Customer Service at 1-800-829-1040 or call the Service Center Electronic Filing Branch where the return was filed.	<b>Another Service Center</b> (978) 474-6486 <b>Concetti Service Center</b> (800) 275-5621 <b>Holmes Service Center</b> (901) 546-2690 <b>Austin Service Center</b> (214) 602-8950 <b>Optima Service Center</b> (801) 420-7444	
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### Refund Cycle Chart

#### Publication 2043

Shows the date taxpayers are sent a tax refund based on the date their returns were electronically transmitted to the IRS.

Use this handy chart to estimate when your clients will be sent their refunds.

Use the order form included in this kit (Form 11379) to request Refund Cycle Charts, or download one from our web site, [www.irs.gov/elec\\_sus/toolkit.html](http://www.irs.gov/elec_sus/toolkit.html)

order or download

# Brochures and Reminder Postcards for Your Clients

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## Electronic Payment Option Brochure

Publication 3611

Give this brochure to clients making payments. Three types of taxes can be paid by direct debit or credit card. The brochure answers many questions.



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## Questions and Answers for Taxpayers

Publication 3007

Send this helpful information to new prospects as well as clients. Place it in your lobby for clients to read. It describes IRS *e-file* and lists the benefits of using IRS *e-file*.

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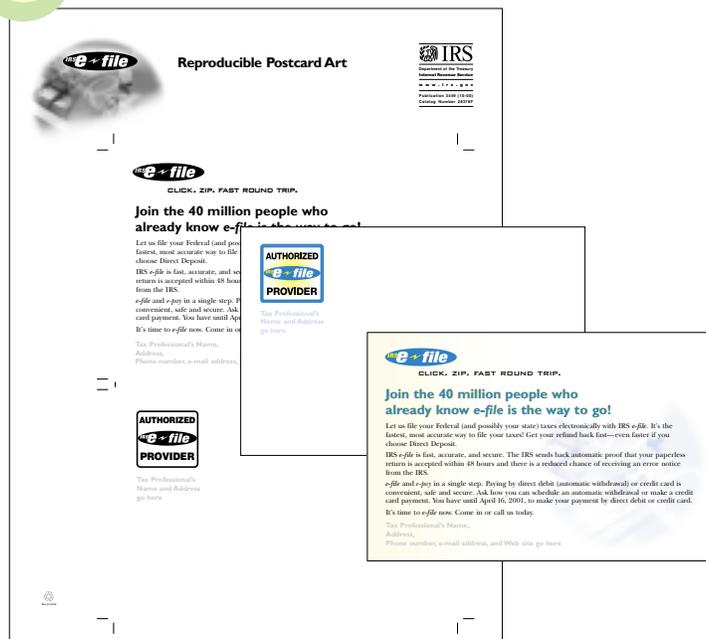
## Postcard Mailers

Remind your clients that it's time to file their returns and that IRS *e-file* is the fastest and safest way to file.

Take the enclosed **camera-ready copy (Publication 3449)** to your local printer. Print your name, address, phone number, e-mail address and web site in the space allowed.

only on the Web

For **color postcards (Publication 3450)**, either you or your local printing service may download the template from our web site, [www.irs.gov/elec\\_sus/toolkit.html](http://www.irs.gov/elec_sus/toolkit.html)



# Newspaper Ads and Radio Scripts to Promote Your Business



## Newspaper Ads

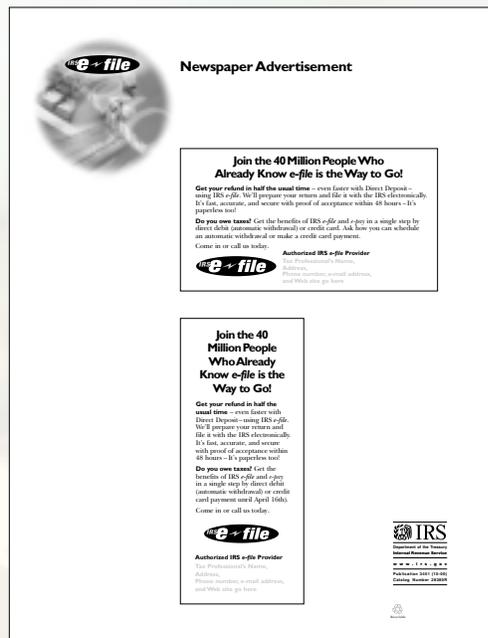
Publication 3451

Sizes: 4 1/2 x 2 1/2" and 2 1/16 x 5"



To run your own advertising message, take these ads to your local newspaper.

They can reproduce these black and white layouts. Simply add your name, address, phone number, e-mail address and web site at the bottom of the ad. The newspaper can even download electronic files of the ads directly from our web site, [www.irs.gov/elec\\_svs/toolkit.html](http://www.irs.gov/elec_svs/toolkit.html)



## Radio Scripts

### Payments

Publication 3138

### Refunds

Publication 3012



Local radio advertising is a great way to reach a wide audience—and establish your name as an Authorized IRS *e-file* Provider. Download the scripts from our web site, [www.irs.gov/elec\\_svs/toolkit.html](http://www.irs.gov/elec_svs/toolkit.html)

Call the Advertising Sales Manager at your local radio stations to schedule 60-second or 30-second spots, or both.

The scripts are designed for your local announcer to read live, filling in your name and phone number.

Get more—they're free!



**IRS e-file Marketing Tools Order Form**

Please send to:

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone \_\_\_\_\_

I want to order the following **FREE** materials:

Item	Catalog No.	Title (description)	Quantity
Pub. 1860	21690M	IRS e-file poster—refunds (17 x 22)	_____
Pub. 3139	20220U	IRS e-file poster—payments (17 x 22)	_____
Pub. 3432	28381C	Questions and answers sheet for tax professionals	_____
Pub. 3008	25128T	IRS e-file provider window/door decal	_____
Pub. 3009	25129E	IRS e-file provider easel-backed desk sign	_____
Pub. 3010	25130F	IRS e-file stickers (32 stickers per sheet—specify number of sheets)	_____
Pub. 2043	24432M	IRS e-file Refund Cycle Chart	_____
Pub. 3007	25127I	Question and answer brochure for taxpayers	_____
Pub. 3011	29802K	Electronic payments information brochure for taxpayers	_____

**To Place Your Order:**  
 When placing an order by phone or fax, please identify yourself as a practitioner to obtain bulk orders.  
**Call Toll Free:** 1-800-829-3676  
**Fax:** 1-703-368-9694 (phone directly from a fax machine)  
**Download From Internet:** [www.irs.gov](http://www.irs.gov) (click "Electronic Services," then "IRS e-file for Tax Professionals.")  
**Mail:** Send this form to your nearest IRS Distribution Center.

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 Bloomington, IL 61702-8909

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 P.O. Box 85074  
 Richmond, VA 23261-5074

**IRS**  
 Department of the Treasury  
 Internal Revenue Service  
 P.O. Box 1033  
 Washington, DC 20543  
 Phone: 1-800-829-1040  
 Customer Service 24/7

## Order Form

Form 11379

All the items listed on this form are free to you from the IRS. They're designed to help build your business as an Authorized IRS *e-file* Provider.

To place an order for more of these free materials, complete the top of the form and indicate the quantities requested in the blanks. Mail the form to the IRS or call the toll-free number.



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Department of the Treasury  
Internal Revenue Service

[www.irs.gov](http://www.irs.gov)

Publication 3133 (Rev. 10-2000)  
Catalog Number 26206Q



Recyclable